

In light of the current public health crisis and the Federal, State and County Emergency Declarations, and in accord with the provisions of Sec. 610.020, RSMo., the Board of Aldermen recognizes that it would be dangerous and impractical, if not impossible, for its meeting to be physically accessible to the public. The Board also recognizes the need for the public's business to be attended to in order to protect the public health, safety and welfare. In order to balance both the need for continuity of government and protection of the health and safety of our residents, business persons and employees, this meeting of the Community Equity Commission will not be open to public attendance in person. The meeting will be accessible by the public in real time ONLY by following the instructions in the box below.

You are invited to a Zoom webinar.

When: November 11, 2021 05:30 PM Central Time (US and Canada)

Topic: Community Equity Commission

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84731880400>

Or One tap mobile :

US: +19292056099,,84731880400# or +13017158592,,84731880400#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 847 3188 0400

International numbers available: <https://us02web.zoom.us/j/84731880400>

Persons interested in making their views known on any matter on the agenda should send an email with their comments to the Assistant to the City Manager at amuskopf@claytonmo.gov. All comments received will be distributed to the entire Commission before the meeting.

Thank you for your understanding and patience as we all try to get through these difficult and dangerous times.

**Community Equity Commission
November 11, 2021 at 5:30 PM**

Agenda

1. Welcome and Roll Call
2. Approval of October 14, 2021 Minutes
3. Reflection: Honoring Veterans
4. Affordable Housing
 - a. Consideration of Establishing Housing Subcommittee
 - b. Planned Unit Development Ordinance Revision
5. Establishing Framework for “Welcoming” City Framework
6. Administrative Advisory Subcommittee Update
7. Public Safety Subcommittee Recommendations
8. Discussion Timeline
9. Old Business
 - a. Public Comments from October 14, 2021 Meeting
10. Public Comment
11. Comments from Members
12. Next Meeting: Thursday, December 9 at 5:30 pm
13. Adjourn

The City of Clayton
Community Equity Commission
Virtual Zoom Meeting
October 14, 2021 at 5:30 PM

Minutes

The meeting was called to order at 5:32 pm.

Roll Call

Present: Laura Horwitz (Chair), Chris Schmiz, Ted Wheeler, Yvonne Tisdell, Stuart Berkowitz, Frances Pires, Cameron Poole (ex officio), and JoAnna Schooler (ex officio).

Additional: Alderwoman Susan Buse, Aldermen Gary Feder, City Manager David Gipson, and Assistant to the City Manager Andrea Muskopf

Minutes

Yvonne Tisdell moved to approve the August 12, 2021 minutes. Stuart Berkowitz seconded the motion. All were in favor.

Affordable Housing

City Manager Gipson presented on Affordable Housing, which included discussion on the Planned Unit Development point system.

Defining “Welcoming” City

Chris Schmiz motioned to have the Board of Aldermen reach out to St. Louis County to remove or amend the marker outside of the St. Louis County Police Headquarters. Ted Wheeler seconded the motion. All were in favor.

The Commission determined that the definition of “welcoming” needs further discussion.

Administrative Advisory Subcommittee Update

City Manager Gipson provided an update on the Administrative Advisory Subcommittee including their review of a Diversity, Equity and Inclusion statement in the Personnel, Policies and Procedures Manual as well as discussion on establishing a tracking tool for vendors.

Public Safety Subcommittee Update

Stuart Berkowitz provided an update and shared that the Subcommittee will present recommendations on the Municipal Court and the City Charter at the November meeting.

Discussion Timeline

The Commission reviewed the Discussion Timeline.

Old Business

Public Comments from October 14, 2021

City Manager Gipson reviewed the public comments from the October 14, 2021 Meeting.

Public Comment

Kathleen Gund thanked City Manager Gipson for the follow up on her previous comments. She also suggested that Chief Smith consider the date of the Citizens Police Academy, which occurs on Thursdays, as it may interfere with members of the Commission and public being able to participate in the Academy as it is the same night as Commission meetings. Lastly, she said suggested that there are other ways besides new construction to get to the goal of Affordable Housing and that there could be a messaging component to attract residents.

Lily Raymond shared an experience she witnessed and encountered during a neighborhood event in Wydown Terrace. She inquired about police resources to mental health professionals.

Barbara Finch, a member of Women's Voices Raised for Social Justice, commented that the group is looking at Affordable Housing in communities of opportunity, which are located in the central corridor of St. Louis County. She is hopeful that Clayton will take some type of action to make an impact in the region. She inquired about the income levels in City Manager Gipson's presentation and stated that they seem high. City Manager Gipson shared that the levels are income limits set by HUD to define low to moderate income.

Comments from Members

None

Next Meeting Date

The next meeting is scheduled for November 11 at 5:30 pm.

Adjourn

Yvonne Tisdell moved to adjourn the meeting. Ted Wheeler seconded the motion. All were in favor. The meeting adjourned at 7:00 pm.

Honoring Veterans

November 11, 2021

Names of the Fallen

- Marine Corps Lance Cpl. David Espinoza, 20, of Rio Bravo, Tex.
- Marine Corps Sgt. Nicole Gee, 23, of Roseville, Calif.
- Marine Corps Staff Sgt. Darin Taylor Hoover, 31, of Utah
- Army Staff Sgt. Ryan Knauss, 23, of Corryton, Tenn.
- Marine Corps Cpl. Hunter Lopez, 22, of Indio, Calif.
- Marine Corps Lance Cpl. Rylee McCollum, 20, Jackson, Wyo.
- Marine Corps Lance Cpl. Dylan R. Merola, 20, of Rancho Cucamonga, Calif.
- Marine Corps Lance Cpl. Kareem Nikoui, 20, of Norco, Calif.
- Marine Corps Cpl. Daegan William-Tyler Page, 23, of Omaha
- Marine Corps Sgt. Johanny Rosario, 25, Lawrence, Mass.
- Marine Corps Cpl. Humberto Sanchez, 22, Logansport, Ind.
- Marine Corps Lance Cpl. Jared Schmitz, 20, of Wentzville, Mo.
- Navy Hospital Corpsman Max Soviak, 22, of Berlin Heights, Ohio



We Honor
these fallen
military
members

They will never be forgotten



Honoring Missouri's Fallen Military Member

Marine Corps Lance Cpl. Jared
Schmitz, 20, of Wentzville, MO

General Colin Powell



- April 1937-October 2021
- Army Officer
- Secretary of State
- Chairman of the Joint Chiefs of Staff

First African American-Secretary of State

Community Equity Commission-City of Clayton, MO
Honoring Veterans

- Let these examples of selflessness and humanity serve as a constant reminder and give us the continuous courage to provide insight and guidance on matters of equity, diversity and inclusion

Section 405.1380 - Public Benefit And Code Alternatives Point System.

B. Public Benefits.

4. ~~Greater housing density with enhanced design standards where appropriate and which results in more affordable housing and ensures that community character is maintained.~~ Provision of affordable housing units meeting the following criteria:

- a) Units are reserved for low-moderate income individuals and families with income less than 80% of the median family income for St. Louis County as determined and published by the US Department of Housing and Urban Development (HUD).
- b) The rental rate for affordable housing units (rent plus utility payments) shall not exceed 30% of the HUD established low-moderate income amount for a household with 2 persons.

Table 405.1380.1.		
Public Benefit (as set forth in 405.1380(B))	Maximum Point Ranges	Standards (as set forth in 405.1380(B))
405.1380(B)(4)	0 — 5 <u>2 Points – 5% of units</u> <u>4 Points – 10% of units</u> <u>6 Points – 15% of units</u> <u>8 Points – 20% of units</u> <u>10 Points – 25%+ of units</u>	Greater housing density with enhanced design standards where appropriate and which results in more affordable housing and ensures that community character is maintained. <u>Provision of affordable housing units.</u>

DRAFT Personnel Policy DEI Statement
Administrative Advisory Subcommittee

The City of Clayton strives to be a vital, diverse and inclusive city where all employees are treated with fairness, dignity and respect.

Clayton's workforce is the most valuable asset we have. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees invest in their work represents a significant part of not only our culture but also our reputation and Clayton's achievement.

We embrace our employees' differences and the characteristics that make our employees unique.

Clayton's equity, diversity and inclusion initiatives are applicable—but not limited—to our practices and policies; and the ongoing improvement of a work environment built on the premise of gender and diversity equity that encourages and enforces respectful communication, participation, and cooperation between all employees.

All employees of the City of Clayton have a responsibility to always treat others with dignity and respect. All employees are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other City of Clayton sponsored and participative events.

**CITY OF CLAYTON
MUNICIPAL JUDGE
REQUEST FOR QUALIFICATIONS (RFQ)**

INTRODUCTION: The City of Clayton (City) is seeking a Municipal Judge to provide judicial services. Attorneys are invited to submit qualifications and proposals for the provision of these services. In order to be considered, proposals must address each of the concerns requested in this document.

BACKGROUND: The mission of Clayton city government is to foster a diverse and inclusive community with a vital balance of neighborhoods, businesses, commercial and government centers, educational institutions, and a healthy environment through an open, equitable, accessible and fiscally responsible government.

The City of Clayton Municipal Court averages 5 Alcohol and Drug related cases, 148 Traffic cases and 28 Non-Traffic cases per month.

Schedule:

1st and 3rd Wednesday of each month – 6:00 p.m. (Municipal Court)

2nd Thursday of each month – 9:00 a.m. (Housing Court)

Submission Deadline: All proposals must be received no later than 3:00 p.m., June 11, 2021.

Per the City's Charter, Article VI, Section 2:

The municipal court shall be presided over by a judge appointed by the board of aldermen for a term of two years. He shall be a resident and elector of the city, a licensed member of the bar of this state, and shall have been in active practice for at least three years. He shall be removable for cause at any time by a majority vote of the entire board of aldermen after a public hearing before the board. He shall receive compensation as determined by ordinance. Whenever the municipal judge is temporarily absent or unable to act, the mayor shall appoint an eligible person to act during such absence or disability. Whenever the office of municipal judge becomes vacant for any reason, the board of aldermen shall appoint an eligible person for the unexpired term.

REQUESTED INFORMATION: Individuals interested in the opportunity to work with the City will provide the following information:

1. Name and contact information, including e-mail and website address(es).
2. Affirm the City of Clayton residency.
3. Summary of qualifications, specializations, experience, professional affiliations, community service, special training, availability, and Missouri Bar license number(s).
4. Information on previous and current related experience and services provided, including municipal experience and application of the recommendations of the Missouri Supreme Court Commission on Racial and Ethnic Fairness standards.
5. List of clients currently represented that could cause a conflict of interest with responsibilities listed in the scope of services above. Describe how you would resolve these or any future conflicts of interest.
6. If you have been involved in any litigation in the past five years in which the City or one of its employees was named as a party, please describe the case(s).
7. Other factors or special considerations which may influence the City's selection.
8. List of references, contact information and services provided, including all current municipal clients.

OTHER TERMS AND CONDITIONS: The City reserves the right to reject any or all responses. The City reserves the right to waive any variances from original RFQ specifications in cases where the variances are considered to be, in the sole discretion of the City, in the best interests of the City.

All proposals submitted in response to this RFQ shall become the property of the City. The City retains the right to use any or all information presented in any proposal to the RFQ, whether amended or not. Selection or rejection of the proposal does not affect this right.

The position shall be awarded to the applicant determined to be best qualified to fulfill the responsibilities of the position while upholding the City's stated mission, with a mutually agreeable start date.

EVALUATION AND SELECTION CRITERIA: Selection of the Municipal Judge will be made by the Mayor and Board of Aldermen and include the consideration of the following criteria:

- General qualifications of the candidate for the position.
- Experience.
- References.
- Compliance with this Request for Qualifications.
- Other criteria which pertain to providing effective judicial services such as availability, timeliness, responsiveness and follow-through.

SUBMITTAL: Please provide an electronic copy of the proposal limiting it to five (5) pages, including signature. Questions and proposal submissions shall be directed to:

June Frazier, City Clerk
City of Clayton
(314) 290-8469
jfrazier@claytonmo.gov

Supplemental Report and Recommendations of The Municipal Court Subcommittee

Our original report regarding Clayton's municipal court was endorsed and approved by the full CEC on May 13, 2021. The first recommendation concerned the selection of the municipal judge. Due to time constraints the recommendations were limited to the minimum bare bones we believed would be necessary to address the equity issues embedded in such an important decision.

After meeting and discussing the process used by the BOA and their good effort to comply with the spirit of our original recommendation of the process the CEC recommends that the following practices, previously recommended by the CEC and approved by the BOA, be captured in writing and used to guide all future judicial selections.

The following Nos. 1-5 can be and should be implemented immediately:

1. A 3 member panel should be appointed by the BOA and Mayor to interview and make its reasoned recommendation(s) to the BOA and Mayor. It should be comprised of an elected official and 2 others who have no direct or indirect conflicts of interest and a demonstrated interest in equity issues (lawyers preferred but not required), such as public law interest, administration of justice, pro bono, non-profit or similar experience. In sum, the panel members should have some expertise in criminal justice with an equity lens.
2. The panel's selection process should be transparent throughout. All interviews should be open to the public.
3. The selection Municipal Judge process, consistent with these recommendations, should be reduced to a written policy.
4. It should be acceptable that the panel recommend more than one person to the Mayor and BOA for its judicial selection.
5. The current RFQ recently used (see attached) is acceptable.

The following Nos. 6-9 would, as discussed below, require changes in the Charter. They are independent of the foregoing and we recommend the following be included in any future revision of the Charter.

1. The Charter provision has a residence requirement that requires that the judge reside in Clayton. We believe that this Charter requirement unduly restricts the pool of possible candidates. The Charter also limits the Judge's term to two years which we believe is too short.
2. We recommend that (a) the residency requirement be deleted and (b) the term be extended to 3 years as part of any general revising of the Charter.
3. If the above changes are made to the Charter we also recommend the definition of conflicts of interest be broad enough to include work in other municipalities as possible conflicts of interest. Likewise, that the RFQ be reviewed and appropriately revised.

In conclusion, we will separately recommend to the CEC that a subcommittee be created to review the entire Charter with a view toward any other Charter changes that should be considered from an equity perspective.

The foregoing is submitted for consideration and approval by the CEC by this subcommittee members Stuart, Frances and Ben.

Discussion Timeline

Item	July	August	September	October	November	December	January	February
Housing/Economic Development	Zoning 101			Policy Levers & Possibilities	Recommendations			
Welcoming City				Defining "Welcoming"	Opportunities	Recommendations		
Community Education and Engagement					Topics	Opportunities	Recommendations	
Developing Partnerships with Ex-officio Members						Rotating Member Highlight (Wash U)	Opportunities	Recommendations
Administrative Advisory				Discussion	Opportunities	Recommendations		
Hiring Practices						Discussion	Opportunities	
Updates on other polices and procedures							Discussion	
Analyzing and Tracking Citizen Survey Data								

Monitor	July	August	September	October	November	December	January	February
Satisfaction Data								
Traffic Stop Data								
Suspicious Activity Calls								
Municipal Court Recommendations								